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**Minutes of the Parish Council meeting, 7.9.17, Bosbury Parish Hall, 7.30pm**

**Present**

Councillors Julia Boyle (Vice-chairman), Joe Hayes, Julie E Baker, Patrick Whitehead, John Joyce Townsend, Tim Newsholme, Charlie Ferrier, Liz Cooke,

**In attendance**

Emma Thomas – Parish Clerk  
Simon Thompson - Smartwater  
James Boyce - Footpath officer

**Public: 4**

- 1.0 **To Accept Apologies for Absence and Note the Reason**  
Sven Bosley (prior commitment), Rachel Lovering (work), Gian Carlo Paganuzzi (work), Mark Andrews (work).
- 2.0 **To Record any Declarations of Interest and Requests for Dispensations**  
None.
- 3.0 **To approve the Minutes of the Parish Council Meeting 25.5.17**  
25.5.17 minutes agreed to be accurate; approved and signed by the chair.
  - **To receive a presentation on Smartwater by Simon Thompson**  
Smartwater villages proved to have reduced crime rate of 85%. Smartwater guaranteed to last on marked items for 5 years. West Mercia Police supporting the scheme. Cost (to PC) is £8.95 per household. Households need to register online to receive pack. Possibility of receiving subsidy to this cost if we are first parish in Herefordshire to sign up to scheme. Smartwater in talks with Prudential insurance to offer reduced premium and no excess to households who are part of Smartwater scheme. The Council thanked Simon Thompson for his presentation.

Proposed by JH and seconded by PW that the Parish Council (via JBa) let the relevant organisations know that the Parish Council is interested in the scheme. All agreed. Simon Thompson will liaise with JBa to ensure she has all the relevant contacts. (JBa)

It was agreed to add the Smartwater scheme to the October agenda for a decision.

1 more member of the public arrived.

- 4.0 **To Receive Brief Report from Ward Councillor Tony Johnson**  
Cllr Johnson was not present and no report received.  
  
It was agreed by all that a letter be sent to Cllr Johnson expressing the council's disappointment in his lack of attendance; to request that someone else be sent in his place should he be unable to attend; to ask that he at least adhere to Parish courtesy by giving his apologies and to suggest that a conflict of interest had been generated by his becoming Leader of the Council. (Clerk)
- 5.0 **Public Participation session for Local Residents to raise matters relevant to the Parish Council.**
  - 6.1: Disappointment that Balfour Beatty had still not cleared any blocked drains within the boundaries of Bosbury and the highways are in a mess. To be put on highways log. (Clerk)
  - 6.2: Noise and disturbance caused by Adhithana over the summer is a big cause for concern. The belief is that they have broken their planning consent conditions. It was agreed to add this as an item on the October Agenda.
- 6.0 **Correspondence/Discussion/Governance**
  - 6.1 Catley Phone Box Adoption: All paperwork in place – has been added to asset register and insurance policy. First working party is due to meet at end of the month to begin refurbishment. Photos will follow.
  - 6.2 Forge Bank Parking: The police had been involved and no further problems had been reported.
  - 6.3 Code of Conduct: JH proposed we do not adopt the new HC Code of Conduct. This was seconded by PW and agreed by all. (Clerk)
  - 6.4 Parish Council Vacancy: Sue Ransford expressed an interest in becoming a Councillor. It was agreed she should attend the October meeting to give a short presentation about herself and a decision taken on co-option by the Council.

- 6.5 Fastershire Meeting: CF reported back from the meeting held on the 19<sup>th</sup> June 2017. He reported that Gigaclear had been awarded the contract not BT. The next stage (3c) of installation would include Bosbury, Coddington and Wellington Heath. This was likely to have been completed by the end of 2018. There were 18 houses in Bosbury that would not fall into this phase at present. Households can check for further details on the Fastershire.com website. The cost to upgrade the broadband would be between £130 and £299 dependent on distance from cables. This would only be available for those households that had not already upgraded via BT.

## 7.0 Highways/Footpaths

- 7.1: SIDS: JJT reported that the SIDS had been very successful in reducing speed through the village. It was proposed by PW and seconded by CF that the Council continue to hire SID's. All agreed. It was approved that £200 plus VAT be set aside for this hire twice a year. (Clerk)  
The Council thanked Joe Hayes and his team very warmly for moving the SID to its present position.
- 7.2: New footbridge over Stoney brook: It was agreed that the clerk contact Neil James to determine when work would be completed. (Clerk)
- 7.3: Clearing ditch at Stoneyhouse Farm: JJT commented that he thought the pace this issue had been dealt with by all was disgracefully slow. It was agreed that the clerk would chase George Day to ensure the work was completed as soon as possible. (Clerk)
- 7.4: HGV signs: It was agreed that JH would get quotes for a sign to be made. This item will be added to the October agenda for a decision. (JH)
- 7.5: Lengthsman: It was agreed that the clerk write to Ed Seabright to confirm he is now recovered enough to continue in this role. It was also agreed that he be reminded he is contracted to "cut and collect" the grass. It was agreed that the clerk determine whether Ed is supposed to be cutting the grass in the "play area" of Forge Bank. LC will get alternative quotes for this task and it will be added as an agenda item for October for a decision. (Clerk & LC)
- 7.6: Proposed footpath diversion: James Boyce explained that although he was against footpaths moving due to their historic significance he did agree that on this occasion it made sense to move it. All costs would be met by the landowner. It was agreed that the paperwork would be sent to all councillors for a decision in October. The deadline for comments is 9/10/17.
- 7.7: Review Highways and Footpaths log: It was agreed that the clerk would follow up on all areas on the report marked in yellow and report back at the October meeting. (Clerk)

Sven Bosley arrived.

- 7.8: New highway/footpath issues: There will be disruption on the A4103 from the 18<sup>th</sup> September for several weeks.

## 8.0 Finance

- 8.1 The Finance report was agreed and noted. The Clerk is to determine why the difibrilator direct debit for June is more than any other month. (Clerk)
- 8.2 PW reviewed the finance report and requested that in future the quarterly report is reviewed alongside the bank statement. This was approved. PW also commended Leanne Rex for her finance work as clerk.
- 8.3 Agree payments of outstanding accounts
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| 705 Eyelid Prodn – annual website support - £100  | D/D Data Protection direct debit - £35             |
| 706 Bosbury Education Foundation Hall hire - £10  | 707 Came and Co insurance (reimburse clerk) - £280 |
| 708 Seabright Solutions April-June invoice - £640 | 709 Seabright Solutions July-August invoice - £310 |
| 710 Clerk's salary 4 months - £1168.65            | 711 PC expenses (stamps) - £14.28                  |
- All approved.

## 9.0 NDP update

The Council noted that a letter had been received from RCA.  
The Council agreed to write to Mrs S. Banks acknowledging receipt of her email received 20<sup>th</sup> June 2017.  
NDP next steps was agreed as an agenda item for October. (Clerk)

## 10.0 Training/Meeting

A reminder of the Neighbourhood Watch meeting on the 26<sup>th</sup> October was given. The Clerk to write to Bosbury Parish Hall Committee to thank them for letting this meeting be held in the hall FOC. (Clerk)

SB and JBo will attend the HC NDP seminar on 28<sup>th</sup> September 2017.

 5.10.2017

# 11.0 To Note & Review the Information & Outstanding Actions Sheet

Date	Min	Action	Status	Comments
6.10.16	7.6	JH	Ongoing	Quote to repair existing gates at new burial ground using existing black metal furniture. <b>Further quotes to be sought.</b>
1.12.16	7.8.5	LC	Complete	Speak to homeowner re hedge obscuring school sign. <b>Complete – hedge cut.</b>
2.2.17	8.2	JJT/Clerk	Complete	Take advice re any further speeding deterrents <b>Complete - HC implemented a speed check.</b>
2.3.17	7.2	Clerk	Complete	Add Catley phone box to insurance once adopted. <b>Complete-Added from 1.6.17</b>
2.3.17	15.5	SB	Ongoing	Assess the role of the staffing committee – <b>see below</b>
6.4.17	9.3	Clerk/JH/JJT	Complete	Additional SID base: JJT to supply plan; JH purchase SID base £200 exc VAT max. <b>Complete - SID base moved rather than buying a new one.</b>
6.4.17	9.6.2	Clerk	Ongoing	Is it possible for the excess soil in the burial ground to be put against the wall to make it easier for the lengthsman to collect with the grabber? <b>16.5.17 Nat Hone investigating PW to talk to Nikki Seabright re. soil positioning. Clerk to ask HC for a black wheelie bin for the burial ground.</b>
6.4.17	10.3	Clerk	Ongoing	Investigate guidelines for short term investing funds until they are required to maximise interest. <b>Clerk to undertake this – October agenda item</b>
6.4.17	11.1	Clerk		Ask Peter Young if he would kindly survey the Coddington war memorials as well as Bosbury. <b>Complete and reports circulated.</b>
25.5.17	8.3	Clerk		Circulate staffing panel responsibilities and sign off in next meeting. <b>Sign off at 7.9.17 meeting</b> <b>Changes required: "The Vice-Chair of the PC is always the Chair of the staffing committee" and "HALC and other professional bodies" and "Appeal panel is to consist of the Chair of the Planning Committee and 2 other councillors". To be approved at the October meeting following these changes.</b>
25.5.17	9.1	J Boyle		J Boyle to arrange a thankyou gift (Coddington vineyard suggested) for Sharon, the Auditor. <b>Done - SB to deliver.</b>
25.5.17	10.1	Clerk	Complete	Footpath officer's multi tool to be added to the insurance policy. <b>Complete.</b>
25.5.17	10.2	Clerk	Complete	Insurance (public and personal injury etc.) to be investigated for the footpath officer using the multitool. <b>Complete – officer (and any other volunteer) is covered when doing work on behalf of the PC (e.g. footpaths, litter picking, sand bags etc.).</b>
25.5.17	10.3	Clerk	Complete	Adopt the 3-year insurance undertaking with Inspire providing clarification of mid-term adjustment fee and phone box fee are OK. <b>Complete – phone box added and MTA fee relative to policy cost – 3-year undertaking in place.</b>

12.0 Note the date and time of the next scheduled meeting  
5.10.17 at Coddington Church at 7.30pm.

13.0 To raise items for the next meeting –  
LC – Information pack for new residents  
Budget and Precept  
Website – updating.  
To include all items mentioned within the minutes above.

The meeting closed at 21.20

Signed..... Chairman	Dated <u>5.10.2017</u>
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